



WORKFORCE SYSTEMS LETTER NO.: 06-06

DATE: April 7, 2006

EFFECT: **ACTION** **INFO** **WITH ATTACHMENTS**
 [X] [X] SWAs [X]

SUBJECT: Meeting of Region I Unemployment Insurance (UI) Directors

1. **Purpose.** To confirm plans for a Region I UI Directors meeting to be held in Saratoga Springs, New York on May 9 and 10, 2006.
2. **Background.** We recently sent out an e-mail to state UI Directors announcing our intention to hold a regional meeting. Based on information received, the dates for the meeting have been set for May 9 and 10, 2006. The meeting will begin at 9:00 am on May 9th and conclude at 12:30 pm on May 10th. Our colleagues at the New York State Department of Labor have graciously offered to co-host the meeting, which will be held at The Inn at Saratoga, Saratoga Springs, New York.
3. **Agenda.** Attached is the tentative agenda. It was designed to afford state participants the opportunity to lead discussions and have time for information sharing between states. In addition to the scheduled agenda, New York State Department of Labor personnel have offered to provide a tour of their Telephone Claims Center (TCC) on Wednesday afternoon, immediately following the meeting. The TCC is located at 49 Fourth Street, Troy, New York, a short drive from Saratoga Springs. We will continue to accept recommendations for additions and revisions to the agenda.
4. **Logistics.** The Inn at Saratoga is located at 231 Broadway, Saratoga Springs, New York. A block of rooms has been reserved for the nights of May 8 through May 10 at the government rate of \$93, plus 13% tax. The rooms are reserved under the name, "US Department of Labor." Participants are responsible for travel and hotel costs associated with attending the meeting. Directions to the hotel are attached. Additional information about the hotel can be found at <http://www.theinnatsaratoga.com/>.
5. **Action requested by April 10, 2006:**
 - a. Please provide the names and job titles of each participant to Anita Styczynski at styczynski.anita@dol.gov or (617) 788-0119.
 - b. Please submit suggestions for the agenda to Anita Styczynski.
 - c. Further, so that the New York Department of Labor personnel can prepare for the tour of the TCC on Wednesday afternoon, please provide the names of staff from your state that plan to participate in the visit.

d. Please make room reservations by calling the The Inn at Saratoga at (518) 583-1890. Reservations accepted after the cut-off date are subject to room availability and charges at regular rates.

5. **Inquiries**. Questions concerning this meeting may be directed to your UI Federal Project Officer or Anita Styczynski.

William L. Carlson, Ph.D.
Regional Administrator

Attachments